

Classification:	Position No.		
Electric Generation System Specialist I	8100-4841-023 (Vacant)		
CBID:	Office:		
R09	Supply Analysis Office		
Date Prepared:	Division:		
March 29, 2019	Energy Assessments Division		
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL			

## **CONFLICT OF INTEREST STATEMENT**

This position is designated under the Conflict of Interest Code: YES  $oxed{oxed}$  NO  $oxed{\Box}$ 

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Under the general supervision of the Electric Generation System Specialist III in the Supply Analysis Office (SAO) within the Energy Assessments Division (EAD), the incumbent will perform or direct complex engineering and economic analyses regarding the electricity system market and electricity system operations at the full journey working level. Analysis performed by the incumbent provides decision-makers and the public with timely, useful information and objective analyses of electricity systems, markets, and issues. The incumbent may serve as a project lead over other technical and analytic staff.

## **DUTIES AND RESPONSIBILITIES:**

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST; PERCENTAGE MUST TOTAL 100%.
35%	Using public, commercial, and confidential datasets, the incumbent collects and reviews electricity system data to ensure it's the data needed and prepares the data to input, update, and refine the SAO's production cost model for analysis of electricity systems in California and the West,. Electricity system data collected includes, but is not limited to, information related to electricity generation resources, fuels used to generate electricity, the transmission system, energy demand, and other system characteristics for California's electricity system, as well as the Western Electricity Coordinating Council system. Identifies, recommends and implements engineering and operation assumptions to be represented in the prepared data, and evaluates the impacts of those assumptions on model results. Contacts and works with internal and external electricity system experts to understand the available data and appropriate interpretation of the data. (E)
25%	Performs analysis of current and future electricity system markets and electricity system operations in the preparation of studies, reports, papers, and presentations. Synthesizes and communicates complicated information in a simple consumer-friendly manner. Prepares reports, testify at workshops/hearings, and makes presentations to staff, management, and the public on issues associated with electricity market developments. (E)
15%	Reviews and analyzes integrated resource plans and procurement filings pertaining to local publicly owned electric utilities as required by statute. Prepares

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	updates to the guidelines that govern the SAO's collection of data and information pursuant to Public Utilities Code section 9622. Compiles data and information that is needed for system analysis, useful to electricity market participants, and necessary to measuring policy goal achievements. Works with public utilities to ensure data reporting requirements for integrated resource plans are met. Tracks integrated resource planning process at CPUC. (E)
10%	Develops analytical tools for processing inputs for and outputs from production cost model simulations, using databases, excel spreadsheets, and other software tools. Creates documentation on the functionality and use of the analytical tools. (E)
10%	Monitors and, as requested by Energy Commission management, participates in CPUC, CAISO, WECC, and other agency proceedings and activities identified by management. Incumbent attends webinars and workshops; review papers, proposals, and comments; and engage with agency staff and other participants as appropriate. The incumbent may provide the Energy Assessments Division, other divisions, the Executive Office, and Commissioners briefings and updates on the proceedings, decisions being made, and the impact those decisions could have on the electricity system. Specific proceedings topics to monitor include integrated resource planning proceeding. (E)
5%	Performs other duties as required consistent with the specifications of this classification. (M)

**WORKING CONDITIONS:** Work is performed indoors in an office setting under fluorescent lighting. Regular and consistent attendance is essential to the successful performance in this position. Some travel may be required to attend off-site meetings or to participate in workshops and hearings. Additional hours beyond an eight-hour workday or forty-hour workweek may occasionally be required.

SIGNATURES				
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position				
Vacant	Date	Mark Kootstra	Date	
Electric Generation System Specialist I		Electric Generation System Specialist III		